



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
WASHINGTON, DC 20350-2000

IN REPLY REFER TO

OPNAVINST 4700.38  
OP-431  
Ser 00/2U00088  
7 April 1992

OPNAV INSTRUCTION 4700.38

From: Chief of Naval Operations

Subj: BERTHING AND MESSING DURING CNO SCHEDULED MAINTENANCE  
AVAILABILITIES

Ref: (a) OPNAVINST 4780.6B  
(b) OPNAVINST 4780.5T  
(c) NAVCOMPT Manual, paragraph 075159  
(d) OPNAVINST 4720.2F

Encl: (1) Funding Responsibilities Time Line for Berthing and  
Messing during CNO Scheduled Availabilities

1. Purpose. To set forth the policy for berthing and messing of crews on ships undergoing maintenance availabilities.

2. Discussion. Berthing and messing during maintenance availabilities is a significant quality-of-life issue which has not been sufficiently addressed in the past. The policy on berthing and messing during ship availabilities on ships declared uninhabitable is established as follows:

a. During availabilities when the ship is declared uninhabitable, berth the crew ashore in satisfactory quarters.

b. Utilize duty crew barges to berth the duty crew and mess the entire crew, when facilities on board are declared uninhabitable.

3. Scope. This instruction applies to all ships, including submarines, undergoing Chief of Naval Operations (CNO) scheduled maintenance availabilities, whether in public or private shipyards. It consists of two phases: (1) a buildup and transition phase including duty crew barge construction and conversion and the construction of bachelor quarters (BQs) and BQ-equivalent facilities, and (2) a maintenance and management phase during which duty crew barge management and maintenance will be transferred to the Fleet Commanders. It becomes completely effective 1 October 1993. This instruction delineates specific implementation time frames in enclosure (1).



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4. Background

a. Ship overhauls and availabilities historically have coincided with the crews' most demanding times. The workload is high and the hours long, under adverse working conditions. In the past, crews often were assigned berthing barges moored inside a controlled industrial area (CIA) as their government funded housing. This has restricted guest access.

b. Berthing barge adequacy is a significant concern to naval personnel. Those concerns have resulted in a reprioritization of berthing alternatives during ship availabilities and overhauls. This instruction reflects renewed efforts to provide adequate housing for personnel outside the CIA.

5. Policy. The policy regarding berthing and messing during ship availabilities on ships declared uninhabitable is expanded as follows:

a. Berthing is prioritized in the following order:

(1) Bachelor Quarters (BQs), when available.

(2) Contractor provided or Navy leased quarters comparable to BQ accommodations and outside of the controlled industrial area.

(3) Other quarters not included in paragraph 5.a.(1) or 5.a.(2), meeting the criteria of Title 10 USC 7572.

(4) Duty crew barges for the berthing of the entire crew, only when no other option is available or the quality-of-life of the crew would be enhanced by berthing on a barge vice using another alternative.

b. Funding responsibilities for berthing requirements, keyed to paragraph 5.a. is as follows:

(1) Reimbursement for out-of-pocket expenses incurred by individuals for Bachelor Officer Quarters (BOQ)/Bachelor Enlisted Quarters (BEQ) charges will be funded by Chief of Naval Personnel (BUPERS).

(2) Contractor provided or Navy leased quarters will be funded by the Fleet Commander. The appropriate warfare sponsor will program the necessary funding.

(3) The Fleet Commander is responsible for funding reimbursement for crew members authorized to obtain quarters under Title 10 USC 7572. The statute allows authorized crew members to be reimbursed for out-of-pocket expenses up to the without dependents Basic Allowance for Quarters (BAQ)/Variable Housing Allowance (VHA) rate total. Reimbursement can be authorized only when quarters cannot be provided as specified in paragraph 5.a.(1) or 5.a.(2) or it is less expensive than those options. The appropriate warfare sponsor is responsible for programming the necessary funding.

(4) Funding requirements for duty crew barges will be the responsibility of the Fleet Commander. OP-04 will program the necessary funding.

c. Funding to implement this policy shall be in place effective 1 October 1993.

d. Duty crew barges beyond economical repair will be surveyed in accordance with references (a) and (b). New duty crew barges will be built as required to meet long term fleet requirements.

e. Within funding constraints, BQs will be built where the requirement is repetitive and existing BQs are not sufficient to support the requirements. Short term leased facilities will be utilized when BQs are not available.

f. Duty crew barges will be utilized as a norm to berth duty crews when the ship is declared uninhabitable. Duty crew barges will have the facilities necessary to mess the entire crew and will contain commuter locker facilities sufficient for the entire crew. Duty crew barges will also contain administrative support and training facilities.

g. Duty crew barges will be maintained in a proper condition. The backlog of deferred maintenance will be systematically reduced.

h. The Berthing and Messing Program is established as a CNO Interest Item in order to monitor compliance.

6. **Funding.** Budget policy and procedures for Berthing and Messing during CNO scheduled availabilities will be in accordance with reference (c).

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7. Action

a. CNO (OP-01) will:

(1) Program funding commencing POM 94 to reimburse quarters obtained under Title 10 USC 7572 to include BOQ/BEQ charges.

b. CNO (OP-02) will:

(1) Program funding commencing POM 94 to support transportation requirements and contractor provided or leased quarters required for scheduled availabilities for OP-02 sponsored ships.

c. CNO (OP-03) will:

(1) Program funding commencing POM 94 to support transportation requirements and contractor provided or leased quarters required for scheduled availabilities for OP-03 sponsored ships.

(2) Identify, validate and prioritize requirements for building additional BQs. Within funding constraints, program funding commencing POM 94 to build BQs in support of this program at naval stations supporting maintenance availabilities where the requirement is repetitive and existing BQs are not sufficient to support the requirement.

(3) Program resources to support all Ship Construction Navy (SCN) funded requirements arising from the construction of new barges or the conversion of existing barges sized to support duty crew requirements.

d. CNO (OP-04) will:

(1) Program funding commencing POM 94 to support all O&MN requirements, including those for the Berthing and Messing Program sub-activity group, which funds barge maintenance and towing. In addition, OP-04 will program funding for the Fleet Modernization Program (FMP) installation of Title "D" ship alterations (SHIPALTS) which install centrally provided material. Programmed funding must ensure that the backlog of duty crew barge maintenance is systematically reduced.

(2) Program funding to support all modernization of existing barges sized to support duty crew requirements, including all centrally procured material. Program funding for required safety and environmental compliance and modernization requirements of duty crew barges.

(3) Direct implementation of a reduced scope, essential barge maintenance system for duty crew barges, consistent with the lack of full time crews on the duty crew barges and recognizing the duty crew barge utilization.

(4) Sponsor funding to build additional high quality replacement duty crew barges and to convert existing barges to support the duty crew concept.

(5) Identify, validate and prioritize requirements for building additional BQs. Within funding constraints, program funding commencing POM 94 in support of this program to build BQs at naval shipyards where the requirement is repetitive and existing BQs are not sufficient to support the requirement.

(6) Review the Berthing and Messing Program once a year and report the results to the CNO.

e. CNO (OP-05) will:

(1) Program funding commencing POM 94 to support transportation requirements and contractor provided or leased quarters required for scheduled availabilities for OP-05 sponsored ships.

f. CNO (OP-08) will:

(1) Review and evaluate the program for balance and recommend changes to the overall program as necessary in order to support program objectives and maintain overall program balance.

g. The Commander, Naval Sea Systems Command (COMNAVSEASYS COM) will:

(1) Coordinate with Fleet Commanders to transfer management of the Berthing and Messing program, including custody of duty crew barges, not later than 1 October 1992. Assist the Fleet Commanders in establishing Berthing and Messing Programs.

(2) Develop contract specifications to be invoked when contractors are required to provide messing and berthing support during CNO scheduled maintenance availabilities.

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(3) Maintain duty crew barges. Recommend to OP-04 those duty crew barges that should be surveyed because they are beyond economical repair. Maintenance will be Fleet responsibility after the transfer of the program from COMNAVSEASYS COM, effective 1 October 1992.

(4) Manage the modification of duty crew barges in accordance with reference (d) policy.

(5) Define and establish a reduced scope, essential barge maintenance system for all duty crew barge classes.

(6) Function as Ship Program Manager (SPM) and Life Cycle Manager (LCM) for duty crew barges.

(7) In conjunction with the Fleet Commanders, develop estimates of the time frames during which a ship or sections of a ship will be declared uninhabitable and the number of sailors who will be displaced during each time frame.

(8) Update the Service Craft and Boat Accounting Report, reference (b), as necessary when duty crew barges are transferred or surveyed.

(9) Assist CNO in developing a program to convert existing barges to the duty crew concept.

(10) On a not-to-interfere basis, provide duty crew barges in support of new construction (i.e., post shakedown availabilities (PSA) or Service Life Extension Program (SLEP)) requirements and inactivation availabilities, when requested and on a reimbursable basis. This function will transfer to the Fleet Commanders on 1 October 1992.

h. Fleet Commanders in Chief will:

(1) Coordinate with COMNAVSEASYS COM to transfer management of the Berthing and Messing program, including custody of duty crew barges, no later than 1 October 1992.

(2) Assist COMNAVSEASYS COM in developing contract specifications to be invoked when contractors are required to provide messing and berthing support during CNO scheduled maintenance availabilities.

(3) Establish and manage the Fleet Berthing and Messing Program, effective upon transfer.

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(4) Establish and maintain a program for personnel housing during ship availabilities and overhauls.

(5) Ensure that adequate available BQs located in the area of CNO scheduled depot maintenance availability sites are assigned by the Type Commanders and used by the crews, when the ship is declared uninhabitable, commencing October 1993.

(6) Allocate duty crew barges to the ships as necessary to support the duty crew berthing requirements.

(7) Maintain existing duty crew barges, effective 1 October 1992. Coordinate with COMNAVSEASYS COM to establish reduced scope, essential barge maintenance requirements for duty crew barges, and maintain a reduced scope, essential class maintenance plan. Following references (b) and (d) procedures, recommend to OP-04 those duty crew barges that should be surveyed because they are beyond economical repair.

(8) Liaison with duty crew barge SPM to recommend changes to maintenance and modernization requirements for duty crew barges.

(9) Evaluate the Berthing and Messing Program once a year and provide the results to OP-04. This will be accomplished throughout the life of the program.

(10) In conjunction with COMNAVSEASYS COM, develop estimates of the time frames during which a ship or sections of a ship will be declared uninhabitable and the number of sailors who will be displaced during each time frame.

(11) Promulgate procedures for determining the conditions for declaring a ship uninhabitable.

(12) Declare the ship or sections of the ship uninhabitable for a specific period of time.

(13) On a not-to-interfere basis, provide duty crew barges in support of new construction (i.e., post shakedown availabilities (PSA) or Service Life Extension Program (SLEP)) requirements and inactivation availabilities, when requested and on a reimbursable basis. This function will become effective 1 October 1992.

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i. The Commander, Naval Facilities Engineering Command (COMNAVFACENGCOM) will respond to short term lease requirements as required when BQs or contractor facilities are not available.

7. Update. Upon completion of the management and maintenance phase which transfers duty crew barge management and maintenance to the Fleet Commanders, this instruction will be revised to reflect the final program and responsibilities.

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